

## CONFIDENTIALITY STATEMENT

Throughout the course of the academic school year, school volunteers are often privy to confidential information which can pertain to, but is not limited to the following:

- Student records
- Parent information
- Custody arrangement
- Child abuse/neglect
- Medical issues
- Personal telephone conversations
- Student conversations
- School Board/PTO issues
- Faculty meeting

School volunteers are sometimes held to higher standards, and it is policy to keep such confidences. It is imperative that conversations with parents, teachers, staff, the Principal, other board members, etc. remain in the confidence of the group. Discussions of parents/children/faculty/staff are not acceptable when held in a negative way.

As a volunteer of the school, you are asked to adhere to this policy. The sharing of your time and talent is deeply appreciated.

I have read the above Confidentiality Statement and I agree to abide by it.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_